

Edgecliff Village Job Description 2025

Public Works Field Operator I:

Job Summary:

PAY GROUP: Non-Exempt

This position requires Water and Wastewater related work as well as Storm water, Parks and Street repair associated work.

Job Description:

Working with team members to accomplish assigned tasks. Overseeing work projects and insuring regulatory and safety guidelines are followed. Compiling reports and reporting to the Director of Public Works.

Essential Duties and Responsibilities:

- Dig and back-fills trenches.
- Works on-call, standby and overtime as required.
- Paints and performs minor repairs of city building.
- May perform service and minor repair on vehicles and equipment.
- Park and Row Mowing.
- Street repair and replacement.
- Stormwater maintenance.
- Water and wastewater line repair.
- Dump Truck operation.
- Water meter reading and changing.

- Perform other duties as assigned.
- Working with Animal Control making dog tags and impounding dogs, cats and assorted animals within ACO guidelines.
- Tree trimming and disposal.

Minimal Job Requirements:

- High school diploma or equivalent.
- One (1) year experience in municipal Water and Wastewater.

Licenses and Certification:

- Possess Class B Commercial driver license or obtain in three (3) months.
- Obtain Class C Distribution water license in 2 years or less.

Knowledge and Skills:

- Power tool knowledge.
- Riding and push mower.
- Work well with the public.

Job Type: Full-Time

Physical Demands/Environmental Factors:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Tools/Equipment Used: Small hand tools; power tools; light truck or van.

Posture: Frequent standing, kneeling/squatting, bending/stooping, pushing/pulling, and twisting; work in tiring and uncomfortable positions, i.e., enclosed spaces.

Motion: Frequent walking, climbing stairs/ ladders/ scaffolding, grasping/squeezing, wrist flexion/extension, and overhead reaching; frequent driving

Lifting: Heavy lifting and carrying (45 pounds and over) daily.

Environment: Work outside and inside, on slippery or uneven walking surfaces; frequent exposure to extreme hot and cold temperatures, dust, noise, vibration; exposure to chemical and electrical hazards; work around machinery with moving parts; may work alone; regularly work irregular hours; occasional prolonged hours; frequent districtwide travel

Mental Demands: Maintain emotional control under stress.

Disclaimer:

This position description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.